

DIRECTIONS

How to Complete the Receiving Water Information and Declaration of Mixing Zone Form

Part A – Facility Identification:

The permit number, facility name (site name) and location information is at the top of the first page of the letter on the right. Enter the permit number and facility name here. If the facility name is different than what is on your letter, please include the corrected information and let Ecology know that the information needs to be changed.

Part B – Site Map:

You should have a site map with your stormwater pollution prevention plan. This map was required under the previous permit as well as the new permit. Make sure you mark on the map the point(s) where stormwater discharges from your property. If you have more than one discharge point, please label (name) each point so that you can refer to it later. The map should include the items listed under Part B. You may need to update the map to include all the items.

Part C – Discharge Information:

This information is necessary for Ecology to correctly identify your monitoring requirements. Even if you have included this information previously, you need to fill out the information here. The following information is designed to help you fill out this part of the form.

Question 1 – Identifying your points of discharges:

From the map you created in Part B, please list here the name, number, or letter used on the map to identify the places where stormwater leaves your facility. These are your points of discharge.

Question 2 – Identifying your sampling point:

Ecology needs to know where you intend to take a stormwater sample. If you have multiple points of discharge, Ecology does not expect you to sample every location. However you must identify the discharge that is likely to have the highest concentration of pollutants and sample there. Please list the point or points where you plan to sample. You may revise this later if necessary.

Questions 3 and 5 – Identifying latitude and longitude (lat/long)

Latitude and longitude is a means of identifying a particular point on Earth's surface. It is the same as placing an "X" on a map which indicates "I am here". This information will help Ecology determine if you discharge to impaired waters. If you have a global positioning device (GPS) you can use it to determine your latitude and longitude. You can also use online (internet) tools to locate latitude and longitude of your facility and with reasonable accuracy, the requested point of discharge information.

One such source is TopoZone: <http://www.topozone.com/>. If you go to this website, look for the title "Place Name Search". In the "place name" box, enter the closest city to your

facility. Be sure and set the “state” box to Washington State (WA). Search should return a usable result. In the column marked “Place” will be the name of the city you entered. Click on that and you will see a large scale map that will hopefully include enough reference points for you to identify where your facility is located. Before you locate your facility go to the bottom of the page and mark (click on) the little circle that precedes D/M/S (degrees, minutes, seconds). This selects for latitude/longitude values in the same format as the form. Then on the map, position the cursor in the general vicinity of your facility and click. The map will refresh and mark the spot. Then click on the 1:25,000 scale at the top, left side of the map (right under the words “Click here to”). This will enlarge the map so that you can be more precise on where your facility is located and where stormwater discharge from the facility. Position the cursor (looks like a cross hair) as close to the point where stormwater leaves your property (point of discharge from your facility) as possible and click. The screen will refresh and mark the spot where you clicked. It will also provide the latitude/longitude of that spot at the top of the page: “Target is...” Write this information on question number 3.

If you discharge to a stormwater conveyance system (see explanation below) you also must identify the latitude and longitude of where that stormwater conveyance system discharges to a receiving water. Find the receiving water on the map and position the cursor as close to you can to where the stormwater conveyance system discharges into it and click. Again the screen will refresh and mark the spot where you clicked. Write this information on question number 5.

Question 4 – Identify the name of the receiving water:

The receiving water is the waterbody that your stormwater goes into, such as a creek, river, lake, wetland or saltwater like Puget Sound. If you discharge to a stormwater conveyance system such as a roadside ditch or municipal stormwater system (e.g. City of Everett stormwater sewer system), the receiving water is where that conveyance system discharges.

Question 6 – Identify the name of conveyance system (if applicable):

You need to tell Ecology if you are discharging to a receiving water directly or via a stormwater conveyance system. The easy example of a stormwater conveyance system is the traditional stormwater sewer system, usually owned by a municipality. In this system you typically collect or channel stormwater into a grated opening that goes to a pipe that connects to the underground stormwater sewer system.

Stormwater can also be conveyed above ground, usually in an unlined (sometimes unnamed) ditch. These are considered stormwater conveyance systems as long the “ditch” was created specifically for the purpose of conveying stormwater; it is not a stream that has been straightened or channelized; and it is not replacing a “natural” waterbody. If the ditch is typically dry except during storm events, it likely qualifies as a stormwater conveyance system. Ditches that drain ground water and coincidentally convey stormwater do not qualify as a stormwater conveyance system.

If you discharge to a stormwater conveyance system owned by a municipality and you do not know where their system discharges, the municipality may be able to help you. Municipalities organize differently, but in the government pages of a phone directory, you should look for categories such as “public works”, “utilities – stormwater”, “drainage”, “water programs”, or “planning and development”. If they are not able to tell you, please contact Ecology.

Part D – Standard Mixing Zone:

Ecology anticipates that most facilities will want a mixing zone. A mixing zone is the portion of a receiving waterbody where the your stormwater discharge mixes with the receiving water. Washington state's water quality rules for surface waters allow for conditional mixing. Without a mixing zone you must comply with water quality standards at the point of discharge with no allowance for dilution. If you discharge to a listed water, the mixing zone will not apply to the listed pollutants, but it can still apply to pollutants that are not listed in the impaired water. To be eligible for a mixing zone you must meet certain basic conditions that are identified on the form. You must certify that:

- your facility meets AKART (all know available and reasonable methods of prevention, control, and treatment);
- there is no loss of sensitive or important habitat; and
- there is no damaging interference with naturally occurring organisms.

AKART means that you have a complete stormwater pollution prevent plan (SWPPP) and that you have implemented and maintained the stormwater best management practices that apply to your industrial activity. Examples of loss of habitat or damaging interference include:

- destroying physical features of the receiving water (e.g. silting in gravel beds)
- causing native animals or plant (indigenous organisms) to leave the area (which is called translocation),
- preventing animals from moving freely around or through the area (also known as migration)
- causing damage to the ecosystem. The ecosystem in a few words is the ability for the environment to refresh itself. It would be important not to destroy all the lily pads as this provides a home for frogs.

If you are properly managing stormwater at your site you should meet these requirements. Mark the box to request a standard sized mixing zone.

The permit also allows a Permittee to claim an expanded mixing zone. The expanded mixing zone can only be authorized through a modification of your permit coverage and only if Ecology agrees that it is appropriate.

Part E – Signature:

Be careful to have the form signed by a person with signature authority as described on Part E of the form. Mail the completed form and site map to:

Washington State Department of Ecology
Water Quality Program
Attn: Joyce Smith, Industrial Stormwater Coordinator
P.O. Box 47696
Olympia, WA 98504-7696.

If you still have questions, please call Joyce Smith at (360) 407-6858 for additional assistance.